

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Tuesday, September 8, 2020**

MINUTES

1. Call to order

Village President John Williams called the Village Board of Trustees to order at 6:30 pm. this was a Zoom meeting.

2. Determination of quorum and that the agenda was properly posted.

It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: John Williams, Troy Allen, Jeff Lennberg, Heidi Murphy, Melissa Ratcliff, Sarah Valencia and Paul VanderVelde. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director JJ Larson, Parks, Recreation and Forestry Director Sean Brusegar, Village Engineer Kevin Lord, Police Chief Dan Layber, Lieutenant Matt Wagner, Deer-Grove EMS Chief Eric Lang, Building Inspector Jim Trebian and Village Attorney Larry Konopacki.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak.*

None

5. Discuss and Consider the Minutes of The Regular Village Board Meeting on August 17, 2020.

Motion by Allen to approve the minutes with correction of spelling of "heathy" in item 9b., seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

6. Presentations to The Board

a. 2020 Village Development Overview

Giese and Ruth gave a presentation on development in the Village for 2020.

7. New Business

a. Annual review of Village consultants/service providers: Building Inspection-General Engineering Company.

Mark Jankowski and Jim Trebian from General Engineering Company were present to give a brief update. They have not received any complaints and working with Village Staff has been going smoothly.

b. Annual review of Village consultants/service providers: Engineering-MSA Professional Services.

Kevin Lord with MSA was present to give a brief update on work that has been happening in the Village. He continues to work with staff and provide more information to committees that then is brought to the Village Board. He has received feedback and will continue to work on improvements. Allen indicated that with the projects that have come in over budget several times it may be time to go out for RFP.

c. Discuss and consider authorizing staff to apply for grant opportunity from The Center of Tech and Civic Life for 2020 election expenses.

Motion by Allen to approve staff to apply for the grant from The Center of Tech and Civic Life for 2020 election expenses, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Library Planning Committee

Ratcliff reported they approved the survey video and showed the introduction to the survey, they also approved the survey questions and timeline for the survey. The survey would be from September 15th to October 15th and they would also be contacting local businesses for their feedback. Williams reported that Anne Schoenemann and Cindi Kelm-Nelson submitted forms of support for the survey.

a. Discuss and consider final survey introduction video.

Motion by Valencia to approve the survey introduction video, the final survey questions and the timeline for survey availability and language for emails, website and Facebook pages for survey link as presented, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider final survey questions.

See motion above

c. Discuss and consider timeline for survey availability and language for emails, website and Facebook pages for survey link/info.

See motion above

8.II. Utility Commission

Murphy reported they discussed the water test samplings, the increase in MMSD charges and what is causing the increase and if they need to do a rate increase for the sewer utility, they also discussed the zero-lot line process.

8.III. Flynn Hall Committee

Williams reported they discussed the 2021 budget and approved it and it will be the same as 2019. They also discussed the Flynn Hall agreement, which is being work on by the Village Attorney. They discussed the projects completed this year and the needs for 2021.

8.IV. Deer-Grove EMS Commission

Chief Lang was present to discuss the Medical Director Agreement and the 2021 DGEMS budget proposal.

a. Discuss and consider Medical Director agreement for Deer-Grove EMS Medical Services.

Motion by Valencia to approve the Medical Director agreement for Deer-Grove EMS Medical Services as presented, seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

b. Discuss 2021 DGEMS Budget proposals.

Chief Lang presented an overview of the proposed 2021 budget to allow for additional staffing in 2021 and a new ambulance. The concern of the board is the financial portion that the Village pays to the amount of staffing they would receive versus the other communities and the current agreement of only having 1/3 of the voting when they are paying more than a 1/3 of the expenses for the service.

8.V. Parks, Recreation & Forestry Committee

Murphy reported they had the public information meeting for the planning of Westlawn 22-acre park, MSA will be working through to develop a plan for the park. Brusegar indicated that MGSC would like to reserve Northlawn soccer field for skill training and the department is fine with the use.

a. Discuss and consider allowing MGSC to reserve Northlawn park soccer field for skill training.

Motion by Valencia to approve allowing MGSC to reserve Northlawn park soccer field for skill training with guidelines, seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

8.VI. Finance & Personnel Committee

Williams reported they discussed the Financial Management plan with Ehlers and the budget timeline.

8.VII. Law Enforcement Committee

Valencia reported they discussed the SRO contract with Monona Grove School District and made a recommendation to bring to the Village Board.

a. Discuss recommendation from the Law Enforcement Committee to discuss the School Resource Officer role at GDS.

Chief Layber gave a background on the SRO position and the impact it has at the schools and would like to have support to send to the Monona Grove School Board. The Board agreed with supporting the position and President Williams will be writing a letter to the Monona Grove School Board encouraging them to continue the contract.

8.VIII. Ordinance Review Committee

Murphy reported they discussed the budget for 2021 and it will remain the same as last year. The next meeting will be September 30th.

8.IX. Public Works & Properties Committee

Williams reported they discussed the Glacial Drumlin Bike Path and moving the project forward, the 2021 budget and the improvements on Buss Rd and Cty BB.

9. Reports from Village Officers

a. John Williams

i. Nomination of Loreen Gage and Andrew McKinney to the Housing Task Force Committee.

Motion by Ratcliff to approve Loreen Gage and Andrew McKinney to the Housing Task Force committee, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

b. Stafford Rosenbaum

i. Legal briefings/status updates

Konopacki indicated that they had been contacted by an attorney working for the property owner that would like to put a pool in and they are doing research on the greenspace easements and will get back to him.

c. COVID-19 update

Giese no report, staff is staying health.

Chief Layber no report, staff is healthy.

Lieutenant Wagner reported they the first submittal was done today for the CARES Act expense just over \$15,000.

Larson no report

Brusegar reported that things are going well, and they have started doing more programming.

d. Lisa Kalata

i. Update on Social Media/Website

Kalata explained the reports in the packet.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Ratcliff to approve the Village portion of the vouchers in the amount of \$158,888.76 seconded by Valencia. The check sequence goes from check #47502 to check #47572. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence

None

c. Upcoming Community Events.

None

d. Future agenda items- Plan Commission items and MSA review.

11. Closed Session: This Closed Session Is for Negotiations for Development Incentive and Land Sale Negotiations in TID #5.

The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion by Williams to enter into closed session at 9:34 p.m. for the purposes of considering negotiations for Development Incentive and Land Sale Negotiations in TID #5 The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session seconded by Ratcliff. **Motion** carried with a roll call vote Allen AYE, Lennberg AYE, Murphy AYE, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

12. Reconvene into Open Session and Possible Consideration of Closed Session Items

Motion by Ratcliff to reconvene into open session at 10:24 p.m. seconded by VanderVelde. **Motion** carried with a roll call vote Allen AYE, Lennberg AYE, Murphy AYE, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

Motion by Ratcliff to counteroffer with identical financial terms but with wording modifications based on recommendation from counsel, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

13. Adjournment

Motion by Allen to adjourn at 10:29 p.m., seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk

Village of Cottage Grove

Approved: September 21, 2020

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.